
Venue: Webinar

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Please note that times indicated on the agenda are approximate and may vary based on discussion.

AGENDA

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|---------------|---|---|
| 09:00 – 09:05 | Welcome and Introductions | <i>Ken Shaffer, FGDC OS</i> |
| 09:05 – 09:10 | Previous Meeting Action Item Review | <i>Lucia Foulkes, FGDC OS</i> |
| 09:10 – 09:30 | FGDC Business Highlights | <i>Ken Shaffer, FGDC OS</i> |
| 09:30 – 09:50 | Metadata Working Group Report | <i>Jen Carlino, FGDC OS</i> |
| 09:50 – 10:20 | National Boundaries Group | <i>Laura Waggoner, U.S. Census Bureau</i> |
| 10:20 – 10:40 | Proposal to Remove the USGS Structures Dataset from the NGDA Portfolio | <i>Bob Pierce, USGS</i> |
| 10:40 – 10:55 | NSDI Strategic Framework | <i>John Mahoney, FGDC OS</i> |
| 10:55 – 11:00 | Other Agency Announcement | <i>Ken Shaffer, FGDC OS</i> |
| 11:00 – 11:05 | Action Item Review | <i>Lucia Foulkes, FGDC OS</i> |
| | Adjourn | |

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| *Read-ahead Documents | FGDC Business Highlights, Evaluation of the NSDI Strategic Plan, and NGDA Management Plan. |
| Other Relevant documents | None |

* Read-ahead documents are posted at

2016 CG Meeting Dates

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| <p>Coordination Group Meetings Topics (in addition to the following standing items)</p> <ul style="list-style-type: none"> - Welcome and Introductions; - Previous Meeting Action Item Review; - FGDC Business Update; - Other Agency Announcements; - Geospatial Platform PMO Support Update; - Summary of Action Items; - Adjourn - All meetings are scheduled from 9am to 12pm EST, unless otherwise noted |
| October 11, 2016 – Rachel Carson Room – Geodetic Control Subcommittee (rescheduled from 9/13) |
| November 8, 2016 – Rachel Carson Room – Metadata Working Group (Jennifer Carlino); National Boundaries Group (rescheduled from Oct) (Laura Waggoner) |
| December 13 , 2016 – Rachel Carson Room – Spatial Water Data Subcommittee (Al Rea, Ed Clark) |

Actions November 8, 2016

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|-------------------------------|--|
| Action#:2016 11 08 -01 | In progress |
| Lead: | FGDC Secretariat |
| Action: | The FGDC secretariat will coordinate with the National Boundaries Group a presentation on the PAD-US database for the Coordination Group. |
| Contact: | <i>Lucia Foulkes, FGDC OS, lfoulkes@usgs.gov</i> |
| Resolution/Response | Status: This presentation is currently planned for January CG meeting. Lisa Johnson is the presenter for January's CG meeting. |
| Action#:2016 10 11 -02 | In progress |
| Lead: | FGDC Secretariat |
| Action: | <p>The Coordination Group agreed with the following actions:</p> <ul style="list-style-type: none"> • Include a session in the Coordination Group agenda to discuss how to migrate the data source for the data elements in the aggregated USGS Structures Dataset to the actual agency sources. • Invite the source data agencies of the USGS NSD and others as appropriate to determine what is required to enable them as data sources. • Initial discussion to include: <ol style="list-style-type: none"> 1. How to evaluate NGDA data sources to ensure they are originating from the appropriate agency 2. How to engage data source agencies not currently identified as NGDA sources, 3. How to advance the maturation of the list of NGDA datasets. |
| Contact: | <i>Lucia Foulkes, FGDC OS, lfoulkes@usgs.gov</i> |
| Resolution/Response | |

Decision

| ID (yyyymmdd-#) | Decision/Description Decisions provide a position/foundation on which actions are taken. |
|--------------------|--|
| 2016 11 08- 01 | The Coordination Group agreed to keep the USGS structures as an NGDA and consider its removal in the future once the right sources are identified. |

Ongoing Action

| Action#:2016 04 12 -01 | | Ongoing |
|---------------------------------|--|---------|
| Lead: | FGDC Secretariat | |
| Action: | The Secretariat will request agenda topics from the Coordination Group on monthly basis. | |
| Contact: | <i>Lucia Foulkes, FGDC OS, lfoulkes@usgs.gov</i> | |
| Resolution /Response | | |

Coordination Group Meeting Attendance

(Note: Primary CG members are indicated in **blue text**; alternate CG members are indicated in **red text**)

| √ | Coordination Group Attendees | Organization | √ | Attendee | Organization |
|---|------------------------------|---|---|--------------------|---|
| x | Shirley Hall | USDA- Farm Service Agency | x | Douglas Geverdt | Dept. of Education – Institute of Ed Statistics |
| x | Marisa Capriotti | USDA – Natural Resources Conservation Service | | Vacant | Dept. of Energy |
| | Betsy Kanalley | USDA – US Forest Service | | Andrew Dent | DHHS – CDC |
| | Marianne Burke | USDA – US Forest Service | | Lucie Vogel | DHHS- Indian Health Services |
| x | Lisa McBride | USDA – US Forest Service | | Lew Summers | DHS – Office of the CIO |
| | Juliana Blackwell | DOC – National Geodetic Survey | x | Jon Sperling | HUD – Policy Development & Research |
| x | Lynda Liptrap | DOC – Census Bureau | | Salvatore Sclafani | HUD - Office Community Planning & Development |
| x | Anne Ball | DOC-NOAA | | David Chase | HUD – Policy Development & Research |
| | Vacant | DOD – NGA | | Robert Welsh | DOI – Office of Surface Mining |
| | David LaBranche | DOD – DISDI | | Christina Lett | DOI – US Fish & Wildlife Service |
| | Mitchell Fiedler | DOD – DISDI | x | Megan Lang | DOI – US Fish & Wildlife Service |
| | Nancy Blyler | DOD – US Army Corps of Engineers | | Ivan DeLoatch | DOI – USGS/FGDC; Chair, CG |
| | Bill Nye | DOD – US Army Corps of Engineers | x | Don Buhler | DOI – BLM |
| x | Seshagirirao (Seshu) Vaddey | DOI – Nat'l Park Service | | Doug Vandegraft | DOI – Bureau of Ocean Energy Mgmt, Regulation & Enforcement |
| | Steven Schwartz | DOI - BOEMRE | | Vacant | NASA |
| | David Duran | DOI – Nat'l Park Service | | Vacant | NASA |
| | Tim Smith | DOI – Nat'l Park Service | | Vacant | NARA |
| | | | | Eva Zanzerkia | National Science Foundation |
| | Gita Urban-Mathieux | DOI – USGS | | Stuart Reiter | Nuclear Regulatory Commission |

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|---|------------------------|-----------------------------------|---|--------------------------|--------------------------------|
| | Glenn Guempel | DOI – USGS | x | Daniel Cole | Smithsonian Institution |
| | Cecelia Henderson | Department of State | | Asghar Noor | Small Business Administration |
| | Tom Roff | Department of Transportation | | Ben Gurga | Social Security Administration |
| x | Derald Dudley | Department of Transportation | | David Timmons | Social Security Administration |
| | Jimmy Amoaka-Atta | Department of Treasury | | Ray Mitchell | Tennessee Valley Authority |
| | Pheakdey Lim | Department of Veterans' Affairs | | | |
| | Tom Garin | Department of Veterans' Affairs | | | |
| | Wendy Blake-Coleman | Environmental Protection Agency | | | |
| | Dave Catlin | Environmental Protection Agency | | | |
| x | Chris Gao | Federal Communications Commission | | | |
| | Michel Kareis | General Service Administration | | | |
| | George Deyckere | General Service Administration | | | |
| | Jacqueline Nolan | Library of Congress | | | |
| | Other Attendees | Organization | | Attendee | Organization |
| x | Ken Shaffer | FGDC OS | x | Jen Carlino | FGDC OS |
| x | Lucia Foulkes | FGDC OS | x | Roxanne Lamb | FGDC OS |
| x | John Mahoney | FGDC OS | x | Janet Hoyt | FGDC PMO |
| x | Julie Maitra | FGDC OS | x | Diedre Bevington-Attardi | DOC-Census Bureau |
| x | Vaishal Sheth | FGDC OS | x | Bob Pierce | DOI-USGS |
| x | Rachel Dimmit | DOI-BLM | x | Monique Eleby | DOC-Census Bureau |
| x | Leah Schwizer | DOI-USGS | x | Charley Hickman | DOI-USGS |
| x | Linda Zellmer | Western IL University | x | Carrie Hritz | |
| x | Lynda Wayne | DOI-USGS | x | Nathan Jones | |
| x | Marcia McNiff | DOI-USGS | x | Jennifer Runyon | DOI-USGSS |
| x | Michael Ratcliffe | DOC-Census Bureau | x | James Schriever | Mason Bruce and Girard |
| x | Molly Schar | NSGIC | x | Tim Trainor | DOC-Census Bureau |
| x | Laura Waggoner | DOC-Census Bureau | | | |

Welcome and Introductions, Ken Shaffer, FGDC OS

Ken Shaffer welcomed attendees to the web meeting. Participant's introductions were made.

Previous Meeting Action Item Review, Lucia Foulkes, FGDC OS

Action items from October's meeting were reviewed.

FGDC Business Highlights, Ken Shaffer, FGDC OS

Ken Shaffer reported on FGDC business activities. Highlights included:

Executive Committee

The Executive Committee met on October 27th to discuss the Annual Report, Transition planning, the NSDI Strategic Framework outline, and FGDC Interim Leadership. Camille Touton, FGDC chair will designate Tod Dabolt, DOI, Geospatial Information Officer as the interim FGDC chair to succeed her until a permanent chair is identified by DOI in the new Administration.

National Geospatial Advisory Committee (NGAC)

John Mahoney noted that the NGAC will hold a webinar meeting on December 14th. Register with Lucia Foulkes to participate.

The NGAC subcommittees are finalizing their papers. The NGAC is also developing transition recommendations. The NGAC appointment process will be finalized by January 2017.

Government Accountability Office (GAO) Engagement

Ken Shaffer reported that there are three remaining actions. A status update included the establishment of the Address Theme. The Department of Transportation (DOT) and the Department of Commerce (DOC) are identifying subcommittee chairs.

The FGDC recently responded to some recent GAO questions on the meaning of certain metadata fields in the Data.gov records.

National Geospatial Data Asset (NGDA) Portfolio Management

Jen Carlino (FGDC) reported on the NGDA Portfolio Management activities.

- The NGDA Management Plan evaluation: Comments are being adjudicated to finalize the report.
- The Theme Implementation Plans: The template is complete. The framework theme implementation plans are due December 31, 2016. There will be meetings to talk about plan examples and issues, non-framework themes are also invited.
- The 2015 Life Cycle Maturity (LMA) Assessment Analysis Report: A final review will be done soon by the CG, Dataset managers, and Theme lead. Plans are beginning for a 2017 LMA assessment. A core team is being established to beginning the process.
- NGDA Inventory Update: Becky Anderson will replace Al Rea as the Water Inland Theme Lead.

Geoplatform Release 6

Release 6 of geoplatform.gov is in production in the DOI cloud. All of the new capabilities listed here are available at geoplatform.gov, they are several new capabilities. The GIRA site is fully functional. There are new tutorials soon to be available through YouTube.

The GeoPlatform registry for new and renamed NGDA Datasets and the associated NGDA Service resources were updated last week.

FGDC Annual Report

The 2016 FGDC annual report is in its final editing phase. A digital version is expected to be ready by mid-December with final print copies in January.

Standards

Ms. Julie Binder Maitra reported that the Coordination Group approved INCITS/ISO 19115-1:2014[2014], Metadata - Part 1: Fundamentals, and INCITS/ISO 19157:2013[2014], Data quality. The next step is to submit this ballot to the Steering Committee

Ms. Maitra provided an overview of standards related events and activities in 2017.

Metadata Working Group Report, Jennifer Carlino, FGDC OS

Jen Carlino reported on the Metadata Working Group activities. She discussed the purpose of the working group and reported on the current membership.

There metadata working group met in June. Discussion topics included ISO metadata standards, and coordinating activities with the Standards Working Group.

Recent developments included:

- Two ISO metadata standards were submitted for proposal for FGDC endorsement; awaiting SC approval.
The NGDA metadata guidelines were updated. Web services and download links were incorporated, and new services were identified.
- The ISO Metadata Implementation Forum will continue in 2017. This and ongoing monthly webinar information series for presentation and discussion of ISO metadata implementation. To participate contact Jen Carlino at jcarlino@usgs.gov
- An ongoing project on ISO Geospatial Metadata Editors Registry provides information on the availability of editor tools that can be used to create and manage metadata.

Next steps:

- A meeting on Wednesday, December 14 is scheduled via teleconference.
- Metadata will be a topic in the upcoming GeoPlatform workshop.
- A continued focus will be to work on metadata best practices.
- A face-to-face workshop is tentatively being planned in 2017.

National Boundaries Group, Laura Waggoner, U.S. Census Bureau

Laura Waggoner reported on the activities of the National Boundaries Group. The goal of the group is to coordinate federal collaboration of 41 NGDAs pertaining to boundaries as described in the group charter.

Accomplishments:

- Development of community pages in geoplatform.gov
- Establishment and growth of subgroups; the Federal Lands Working Group, and Tribal Boundaries Subgroup
- Completion of the Governmental Unit Theme 5-year strategic plan
- The Census Bureau updated their international boundaries with data from international boundaries commissions
- Selected Governmental Units NGDAs were updated through yearly geographic update programs

Ms. Waggoner reported the accomplishments of the Federal Lands Working Group and Tribal Boundaries subgroup.

Federal Lands Working Group accomplishments:

- Finalized Source Data Documentation for federal lands in the Protected Areas Database of the United States (PAD-US)
- Finalized and published a new version of PAD-US
- Finalized and published Core Attribute Standards
- Documented common agency needs for federal lands data and current applications
- Maintained monthly meetings and updated FLWG

Tribal Boundaries Subgroup accomplishments:

- Document on how agencies use data. The group will continue to collect this data and it will be posted in geoplatform.gov
- Scheduled monthly meeting
- Determine different agencies' needs and government's needs for accurate and consistent tribal lands data
- Discuss and document tribal boundary needs from agencies that use tribal data

Ms. Waggoner discussed the Governmental Unit, and Administrative and Statistical Boundary Theme activities and reported on the status of the NGDAs within the theme. Full information can be found here in the National Boundaries Group report at <https://www.fgdc.gov/organization/coordination-group/meeting-minutes/2016/november/national-boundaries-wg-update-cg-20161108.pdf>

After this presentation, Bob Pierce (USGS) suggested that the CG should get a demo of the Protected Areas Database of the United States (PAD-US Data) in a future CG meeting.

ACTION: The FGDC secretariat will coordinate with the National Boundaries Group on a presentation on the PAD-US database for the Coordination Group.

Proposal to Remove the USGS Structures Dataset from the NGDA Portfolio, Bob Pierce, USGS

Bob Pierce discussed the USGS National Structure Database (NSD) and noted that this database was built from other sources to be used to present structures data on USGS maps; however, USGS is not the authoritative source.

There are other interesting data in the database but they are not kept up to date. The suggestion is for the source agencies to update their data and that they make it available through GeoPlatform.gov.

CG members engaged in a discussion about the database and the issue of having more data source agencies serve their information directly. Key points noted:

- Think about how to mature the notion of the NGDA and ensure the best data source agencies are providing the data directly.
- Are we discussing authoritative source or trusted source?
- Think about the relationship of these type of data in relation to the National Address Database.
- The Address Theme is up and running. The next step would be to identify initial content and then determining priority steps and related information.
- There has been no decision on if the NAD is for residential addresses only. Should likely include all types of address.
- Should also discuss coordination touch points between related data sets.
- Parcels and NAD is an example. Look for the intersection between the two.
- Prior to getting address data, we need to identify the authoritative source(s).
- On the NAD, the approach to take will be to go to the different levels of governments to collect the data.
- Determining a dataset's required update cycle and the parameters used for determining its maturity will be another topic to address.

Regarding the proposal to remove the USGS structures dataset, it was decided to keep it as an NGDA for the time being, and later determine the official source and remove the NGP version as an NGDA. The dataset managers and theme leads should discuss and identify the authoritative source of a structures dataset. The agencies from which the current dataset is developed, including the NSD, the Department of Transportation and the U.S. Census Bureau should also participate of this discussion.

DECISION: The Coordination Group agreed to keep the USGS structures as an NGDA and consider its removal in the future once the right sources are identified.

ACTION: The Coordination Group agreed with the following:

- Include a session in the Coordination Group agenda to discuss how to migrate the data source for the data elements in the aggregated USGS Structures Dataset to the actual agency sources.
- Invite the source data agencies of the USGS NSD and others as appropriate to determine what is required to enable them as data sources.
- Initial discussion to include:
 - How to evaluate NGDA data sources to ensure they are originating from the appropriate agency

- How to engage data source agencies not currently identified as NGDA sources,
- How to advance the maturation of the list of NGDA datasets.

NSDI Strategic Framework, John Mahoney, FGDC OS

John Mahoney reported that the NSDI Strategic Framework draft will be ready soon, and it will be distributed to the FGDC community. FGDC will send out instructions on how to provide comments. The goal is to have a final draft by the end of the year.

FGDC will have a follow up Leaders Forum session on November 18th, and a revised version of the NSDI Strategic framework document will be ready by early December. On December 14th the NGAC will vote to endorse the document. It will be sent to the Steering Committee for final approval.

Other Agency Announcements, Ken Shaffer, FGDC OS

FGDC OS New PMO Support

Janet Hoyt from Mason Bruce and Girard is the primary contact for the new FGDC PMO Support.

U.S. Department of Agriculture – USDA GIS Day

The Department of Agriculture is organizing an USDA GIS Day event to showcase GIS implementation through collaboration. Details:

Date: Wednesday, November 16 10:00 AM – 2:00 PM

Location: USDA Whitten Patio Washington DC

To participate email Ted Payne at Ted.Payne@ocio.usda.gov no later than COB 11/14/16

Event Poster: <https://www.fgdc.gov/organization/coordination-group/meeting-minutes/2016/november/cg-meeting-november-2016>

FCMS Geospatial Tools Workshop

The Federal Committee on Statistical Methodology (FCSM) Geospatial Interest Group (GIG) is sponsoring a one-day workshop focusing on spatial analysis tools. The workshop includes interactive demonstrations featuring geospatial web applications developed by federal agencies including USDA, Census, DOE, EPA, NIH and others. Details:

Date: Friday November 18th, 2016 from 8:30 am to 4:30 pm

Location: U.S. Bureau of Labor Statistics

More information available in this link <https://www.fgdc.gov/organization/working-groups-subcommittees/tsc/events/gig-workshop-nov-2016/fcsm-gig-workshop-nov-2016>

Action Item Review, Lucia Foulkes

The actions items were reviewed.